



Now Hiring!!

DEC 9 - DEC 23, 2016

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www.oedworks.com



All applicants must register with the Maryland Workforce Exchange. For a more detailed description of each job listed and for additional job listings, visit the Maryland Workforce Exchange (MWE) at: <https://mwejobs.maryland.gov>. Please reference the number next to the position. If you do not have access to a computer or email, stop by a One-Stop Career Center as listed on the last page of this publication. Now Hiring (formerly Hot Jobs) is a publication developed by the Mayor's Office of Employment Development Business Services Division.

***** FEATURED EVENT*****

Company Recruiting For

Certified Nursing Aides, GNA's & Med Techs

Recruitment Event: Thursday, December 15, 2016

Time: 10:00 am to 12:00 pm

Location: Workforce Reception Center

100 West 23rd Street, 3rd Floor, Baltimore, MD 21218

Requirements:

Must be current license by the Maryland Board of Nursing.
Healthcare company is currently seeking certified CNA, GNA and CMTs to join our expanding team serving clients throughout the state of Maryland.
Candidates must have exceptional customer services skills and professionalism to provide excellent patient care in client's home. To be considered for this position, you must be currently certified as a CNA, GNA and/or Med Tech, CPR and First Aid certifications and be able to provide TB results within the past year. Personal Care (Bathing/Dressing, Grooming, feeding and supervision of clients due to a cognitive impairment, i.e. dementia, Alzheimer's, CVA).
Candidates must have at least one year experiences.

For more information please contact
Tiera Dorsey at 410-396-6588 or tdorsey@oedworks.com
Please come dress for an interview and bring resume!





Eastside One-Stop Career Center

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Baltimore, MD 21205
410-396-9030

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410-396-7873

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Baltimore, MD 21217
410-545-6953

Eastside Youth Opportunity (YO Baltimore) HEBCAC

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410-732-2661

Workforce Reception Center
(By referral only)

100 W. 23rd Street
Baltimore, MD 21218
Phone (410) 396-6580

Visit one of our Satellite Employment Centers!

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Baltimore, MD 21223
410-362-3629

GEDCO

5513 York Rd.
Baltimore, MD 21212
410-532-7117

My Brother's Keeper

4207 Frederick Avenue
Baltimore, MD 21229
410-644-3194

Employment Connection Center

1410 Bush Street
Baltimore, MD 21230
410-396-1052

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Now Hiring!!

CONSTRUCTION

If you have at least one year of experience in the construction trades, local companies want you. These jobs can range from seasonal, to jobs that require having your own transportation, to jobs that might last only through the length of contracts. As construction jobs become available, resumes will be reviewed to determine ***if you meet the minimum qualifications*** for the job opportunity. You will need a resume to apply. If you do not have a resume, please visit a One Stop Career Center (locations can be found on the last page of this publication).

Concrete Form Carpenter

Concrete Form Carpenter will set the forms that hold concrete to the desired pitch and depth, and align them. Measure and cut wood, set wall forms, brace forms, build forms for concrete piers, pour concrete, vibrate concrete and tie rebar. Monitor how the wind, heat, or cold affect the curing of the concrete throughout the entire process. Direct the casting of the concrete and supervise laborers who use shovels or special tools to spread it. ***Must have minimum of 2 years of form carpenter experience and demonstrated knowledge of construction math. Must have own tools. Must be able to pass background check and drug testing.***

To apply: E-mail resume to schooljobs@oedworks.com

Electrical Apprentice

Must know how to read blueprints and schematics, have an understanding of state and local electrical codes, and use an array of tools and diagnostic devices to service and install electrical parts. High school diploma or equivalent. ***Must be enrolled in an apprentice program through the International Brotherhood of Electrical Workers Local 24 as an electrical apprentice.*** Applicants that do not meet this requirement will not be considered at this time.

To apply: E-mail resume to: schooljobs@oedworks.com

Pipefitter

Installation of mechanical piping (PCCP, Concrete, Ductile Iron) Preparation of sub-grade and excavations. Stainless Steel pipe welder. ***10 years' experience in pipe fitting and within excavations.*** Stainless Steel pipe welder with certification.

To apply: E-mail resume to bmore@oedworks.com

Pipelayer

Install underground PVC/Corrugated Pipe 4" to 54 Be able to read drawings and specs. Be able to operate sight level to obtain grade/elevation. ***Only applicants with 4+ year of previous experience will be considered.***

To apply: E-mail resume to bmore@oedworks.com



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CONSTRUCTION

Welders

Cut, contour, and bevel metal plates and structural shapes to dimensions as specified by blueprints, layouts, work orders, and templates, using powered saws, hand shears, or chipping knives. Dismantle metal assemblies or cut scrap metal, using thermal-cutting equipment such as flame-cutting torches or plasma-arc equipment. Ignite torches or start power supplies and strike arcs by touching electrodes to metals being welded, completing electrical circuits. Melt lead bars, wire, or scrap to add lead to joints or to extrude melted scrap into reusable form.

To apply: E-mail resume to: schooljobs@oedworks.com

Five Clever Ways to Research a Company before the Interview



Not much looks worse than showing up to an interview without doing the proper research into the company beforehand (except showing up in sweats). Be prepared for your interview by understanding all that the company does as well as learning as much as you can about the person or people conducting the interview. Here are five sneakier ways to find the research you need.

1. **Company blog** - Most companies will have a website or blog that you can glean information from regarding the culture at the company, the work they do, and who their employees are. Read the most recent posts before the interview to learn what they are currently working on.
2. **Press releases and company news** - These articles will help you learn about their recent projects, clients, community involvement, recognition, or announcements. This will also help you learn about the company's history and progress made during the last few years.
3. **Quora** - This program provides answers to just about any question, even to questions about what it is like to work at Apple or Google with answers from actual employees.
4. **Social media profiles** - Social media accounts are a great representation of what employers say and are willing to share online. Look at their Twitter, LinkedIn, and Facebook accounts to find out what is happening at the company.
5. **Interview a previous or current employee** - The best way to learn about a company is to learn firsthand from someone that is working there or has worked there in the past. While finding a connection to someone at the company may be difficult, this is where LinkedIn can serve its purpose by finding a connection. Once a connection is found, send a friendly email where you introduce yourself and ask if you can learn more about their experiences with the company.

Source: <http://www.hound.com/article/900046360/Five-Clever-Ways-to-Research-a-Company-before-the-Interview/>



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HOSPITALITY



HILTON BALTIMORE



Travel should take you places®

The largest Hotel in Baltimore is recruiting for the premier hospitality team.

- Agent Guest Service
- Banquet Server PT
- Overnight Agent – Guest Services

Hospitality has its benefits. The Hilton Family of Hotels provides a very competitive benefits package, which may include:

- Medical, Dental & Vision Coverage
- Prescription Drug Program
- Health Care & Dependent Care Spending Accounts
- Income Protection Benefits
- 401 (k) Savings Plan
- Paid Time Off
- Team Member Travel Program
- On-going education and training
- Access to voluntary benefits including home & auto insurance, mortgage, credit union/banking

To apply: APPLY ON LINE. www.hiltonworldwide.com/careers

- Search "Baltimore" and "Hilton"
- Search for desired position
- Apply!

Where did you learn of this position – select other -- and type in Mayor's Office of Employment Development



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HUMAN SERVICES

Addictions Counselor

Counseling Center is looking for full time professional Counselors, one part-time and a trainee in Jessup, Sykesville, and Baltimore City. The Addictions Counselor provides encouragement, reassurance, guidance and support to the clients served. This includes role-modeling behavior that is healthy, ethical and safe. Must be a Certified Addiction Counselor. Cover letter and resume along with 2 personal references and 1 professional reference required.

To apply: E-mail a resume to bmore@oedworks.com

MANUFACTURING

Warehouse Associates

As our Warehouse Associates go about their jobs, they are routinely: Standing/walking, lifting and carrying full boxes of groceries weighing 50+ lbs. in refrigerated & frozen environments.

There are four main warehouse positions available in the warehouse:

Receiving/Stocking- help to unload vendor vehicles while checking for quality, attaching Peapod bar codes to the items & loading products onto carts for stockers to load onto shelves.

Product Selecting- pull items from shelves and placing them in a customers' order. This is a very fast paced position.

Tote Maintenance - Responsible for helping to unload Peapod vehicles once they return from a delivery route and ensure they haven't been damaged.

Staging/Loader- One of the most physically demanding positions at Peapod. Totes are loaded onto delivery vehicles, and secure them in place.

1st Shift: start times at 5am, **2nd Shift:** start times at 6pm, **3rd Shift:** start times at 8:30 pm or 10pm. Warehouse associates are represented by a union: the United Food and Commercial Workers Local 400. **Base rate:** \$12.00/hour

To apply: Please visit website: www.peapod.greatjob.net

RETAIL

CVS Health Jobs at CVS in Baltimore, Maryland

Clerk Cashier- Full time Part time, Baltimore, Maryland

Pharmacy Technician - Full time Part time, Baltimore, Maryland

Our retail staff at CVS Health is on the front lines of our purpose of providing a better path to health for our customers. As a retail employee with CVS Health, you'll play an integral role in creating positive in-store experiences, provide friendly customer service, assist with purchases, and support merchandising activities. And your work will carry our values into the diverse communities we serve with wide-reaching impact.

Quick Facts

- We have more than 9,500 stores in 49 states.
- We offer a number of retail positions including Beauty Advisor, Beauty Consultant, Cashier, Pharmacy Technician, Photo Lab Technician, Shift Supervisor Trainee, and Vitamin Consultant.

Apply online today at: <https://jobs.cvshealth.com/retail-careers>



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TRANSPORTATION



CDL A Driver

Valid CDL A License required. High school diploma or GED with two (2) years' experience. Must not have more than 3 points and accident free driving record. Safely operates a heavy-duty truck to perform assigned duties on commercial routes. Operates vehicle in accordance with Occupational and Safety Health Act (OSHA) and Department of Transportation (DOT) requirements as well as all local, state and federal requirements and company expectations for the fleet; maintains a clean and safe vehicle. Must pass criminal background check.

To apply: E-mail a resume with job title in the subject to bmore@oedworks.com

Drivers

Drivers routinely:

Sitting behind the wheel, navigating from stop to stop
 Standing/walking
 Climbing into/out of the delivery vehicle, Reading driving directions
 Lifting and carrying full boxes of groceries weighing 50+ pounds
 Walking/carrying groceries while entering/exiting the truck, while walking across flat surfaces, uneven surfaces (grass, gravel, snow), while climbing up and down flights of stairs
 Entering key sequences on a phone/mobilecast unit
 Regularly communicating to customers, customer service, and the dispatch office
 Drivers are represented by a union: the International Brotherhood of Teamsters Local 639.
 Starting salary \$12.00/hr.

To apply: Please visit website: www.peapod.greatjob.net and click the button that says "I Don't Have a Job Code" and follow the prompts to set up an applicant profile.



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Now Hiring!!

HORSESHOE CASINO



Horseshoe Casino Baltimore is hiring. For more information about open positions and qualifications required for jobs posted, please visit the Horseshoe Casino Baltimore website:

www.horseshoebaltimore.com or go to the Horseshoe Hiring Center located at 175 W. Ostend Street, Baltimore, MD. Please select "MOED" when asked "how did you hear about the job". If you don't have a computer or Internet access, you can visit a One Stop Career Center or MOED Community Job Hub Location. Career Center and Community Job Hub locations can be found at the end of this Hot Jobs publication.

To apply: Please log onto: <https://caesars.hodesiq.com/Default.aspx>





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Now Hiring!!

CURRENT BALTIMORE CITY SCHOOL CONSTRUCTION EMPLOYMENT OPPORTUNITIES



Baltimore City is currently experiencing one of the biggest construction projects Baltimore has seen in decades: the 21st-Century School Buildings Plan will bring more than two dozen new or renovated schools to neighborhoods across Baltimore. Click [here](#) to learn more about the 21st-Century School Buildings Plan.

School	Open Position	# of Positions	Prior experience required
Cherry Hill E.S.	Project Engineer	1	3 years
Cherry Hill E.S.	Superintendent	1	3 years
Ft. Worthington E.S.	Bricklayer	3	5 years
Ft. Worthington E.S.	Electrical Apprentice	3	Current enrollment in Electrical Apprenticeship Program
John E. Howard E.S	Electrician	1	7 years of Commercial Electrical
John E. Howard E.S	Fabricator	2	3-5 years
John E. Howard E.S	Ironworker	2	3-5 years
John E. Howard E.S	Welder	2	3-5 years
Lyndhurst ES/MS	Bricklayer	5	3 years
Lyndhurst ES/MS	Mason Tender	5	1 year

How to Apply?

Email your resume to: schooljobs@oedworks.com or mail/drop off resume to:
 Mayor's Office of Employment Development, 3001 E. Madison Street Baltimore, MD 21205
Resumes will be reviewed and you may be contacted only if you have previous experience for the open position.



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EXPLORE EMPLOYMENT OPPORTUNITIES WITH THE CITY OF BALTIMORE

Baltimore City Civil Service

Anyone meeting the minimum qualifications is encouraged to apply via the online eRecruit system. Click the link below to review additional opportunities!

<http://agency.governmentjobs.com/baltimorecity/default.cfm>

Featured Jobs:

<u>Position</u>	<u>Wage/Salary</u>	<u>Closing Date</u>
Community Health Nurse I - Health Department	\$50,863 - \$60,059	Continuous
Compensation Manager –DHR	Depends on qualifications	Continuous
Construction Mechanical Inspector I – Dept. of Housing	\$36,681 - \$44,199	Continuous

Baltimore City Non-Civil Service

Anyone meeting the minimum qualifications is encouraged to apply via the instructions listed on the job announcement. Click the link below to review additional opportunities!

<http://humanresources.baltimorecity.gov/employment/non-civil-service>

Featured Jobs:

<u>Position</u>	<u>Wage/Salary</u>	<u>Agency</u>
Brownfields Greening Coordinator	\$30,000	Dept. Of Planning
CDL Drivers	\$14.00/hr.	Department of Public Works
Motor Vehicle Driver	\$15.13 - \$15.97/hr.	Health Department

Housing Authority of Baltimore City

Anyone meeting the minimum qualifications is encouraged to apply via the instructions listed on the job announcement. Click the link below to review additional opportunities!

https://workforcenow.adp.com/jobs/apply/posting.html?client=HABC&cclid=19000101_00001&type=JS&lang=en_US

Featured Jobs:

<u>Position</u>	<u>Wage/Salary</u>	<u># of Positions</u>
Child Development Specialist	Up to \$40,000 Annually	1
Family Advocate	Up to \$34,000 Annually	1
Office Assistant- Section 8	\$24,188 - \$25,412 Annually	1




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MAYOR'S OFFICE OF EMPLOYMENT DEVELOPMENT (MOED)



The following opportunities are available with the Mayor's Office of Employment Development. For more information and instructions on how to apply please visit www.oedworks.com

<u>JOB TITLE</u>	<u>POSTING #</u>	<u>STATUS</u>
Career Development Facilitator	8549	Full-Time, Regular \$33,263 - \$43,245
Manager (Contracting & Compliance Reporting)	8453	Full-Time, Regular \$62,000 - \$80,600



<u>Position</u>	<u>Salary</u>	<u># Job Openings</u>	<u>Job Description</u>
Assessment Staff	\$12.00/hr.	45	Full Description
Data Entry Clerk	\$11.50/hr.	3	Full Description
Employment Specialist	\$13.00/hr.	2	Full Description
Job Developer	\$18.00/hr.	2	Full Description
Receptionist	\$11.50/hr.	2	Full Description
Unit Clerk	\$11.50/hr.	3	Full Description
Unit Supervisor	\$18.00/hr.	1	Full Description



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TRAINING OPPORTUNITY

Outpatient Pharmacy Technician

On the Job Training Opportunities. Earn a paycheck while you learn!

TRAINING DESCRIPTION: Customized on the job training opportunity that will prepare participants to pass the Pharmacy Technician Certification Board exam that is required for employment. Participants will be paid during the training period which is 12 weeks. Also included:

- An overview of all workflow steps utilizing the pharmacy system
- Standard Operating Procedures for Johns Hopkins
- Johns Hopkins Outpatient Pharmacy practices

JOB DESCRIPTION: -Pharmacy Technicians (ONET:29-2052.00)

Under direct supervision of pharmacists and in coordination with other technicians, pharmacy technicians are responsible for a variety of duties to assist in the preparation and packaging of medications, distribution and delivery of medications, maintaining proper inventory levels of medications, and keeping appropriate records and documentation. Other duties may include operating cash registers stocking shelves and labeling bottles. The pharmacy technician will report directly to the pharmacy business manager.

<u>Position</u>	<u>Wage</u>
Outpatient Pharmacy Technician	\$12.21/hour

Minimum requirements include the following:

- Baltimore City resident
- High school diploma or GED
- Good communication and interpersonal skills
- Able to handle multiple tasks in a busy environment
- Basic computer/data entry skills
- Good customer service skills
- Must pass pre-employment occupational health screening
- Must pass criminal background check
- Must be and remain drug and alcohol free –random drug tests conducted
- Must be at least 18 yrs. of age or older
- Must have 8th grade Math and Reading levels as measured by TABE
- Must pass the MD Pharmacy Technician Certification Board exam
- Must be licensed with the State of MD Board of Pharmacy
- Must have knowledge of and a strong desire to work in the healthcare industry

Contact a Career Center below for more information on how to access these training opportunities.

Eastside One Stop Career Center

3001 E. Madison Street Baltimore, MD 21205 Phone: 410-396-9030

Northwest One Stop Career Center

Mondawmin Mall, 3rd Floor Baltimore, MD 21215 Phone: 410-396-7873

Employment Connection Center


1410 Bush Street Baltimore, MD 21230 Phone: 410-396-1052




www.vault.com



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A proud partner of the

network
3001 E. Madison St.
Baltimore, MD 21205
410-396-9030

Northwest One-Stop Career Center

A proud partner of the

network
2401 Liberty Heights Ave.
Mondawmin Mall
Baltimore, MD 21215
410-396-7873

Westside Youth Opportunity (YO Baltimore)

1510 W. Lafayette St.
(Gilmor St. entrance)
Baltimore, MD 21217
410-545-6953

Eastside Youth Opportunity (YO Baltimore) HEBAC

1212 N. Wolfe St.
Baltimore, MD 21205
410-732-2661

Workforce Reception Center

(By referral only)
100 W. 23rd Street
Baltimore, MD 21218
Phone (410) 396-6580

Visit one of our Satellite Employment Centers!

Bon Secours Community Works

26 N. Fulton Ave.
Baltimore, MD 21223
410-362-3629

GEDCO

5513 York Rd.
Baltimore, MD 21212
410-532-7117

My Brother's Keeper

4207 Frederick Avenue
Baltimore, MD 21229
410-644-3194


Employment Connection Center

1410 Bush Street
Baltimore, MD 21230
410-396-1052
www.oedworks.com

Now Hiring!!

All applicants must register with the Maryland Workforce Exchange. For a more detailed description of each job listed and for additional job listings, visit the [Maryland Workforce Exchange \(MWE\)](https://mwejobs.maryland.gov) at: <https://mwejobs.maryland.gov> Please reference the number next to the position. If you do not have access to a computer or email, stop by a One Stop Career Center as listed below.

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Baltimore, MD 21223
410-362-3629

My Brother's Keeper
Community Job Hub
4207 Frederick Avenue
Baltimore, MD 21229
410-644-3194

Govans Ecumenical Development Corporation (GEDCO)
Community Job Hub
5513 York Rd.
Baltimore, MD 21212
410-532-7117

Employment Connection Center
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Baltimore, MD 21230
410-396-1052

Now Hiring is a service of the Mayor's Office of Employment Development, the Baltimore Workforce Development Board and multiple workforce partners.